

# Parks and Recreation Commission



## SPECIAL MEETING AGENDA

**Date:** 12/18/2019  
**Time:** 6:30 p.m.  
**Arrillaga Family Recreation Center**  
**700 Alma St., Menlo Park, CA 94025**

### **A. Call To Order**

### **B. Roll Call**

### **C. Regular Business**

- C1. Approve the Parks and Recreation Commission minutes for the meetings of October 23 and November 20, 2019 ([Attachment](#))
- C2. Review and approve a recommendation to City Council for a pilot public art program ([Staff Report # 19-021-PRC](#))

### **D. Reports and Announcements**

- D1. Commissioner Reports (Jennifer Baskin)
- D2. Community services director's update and announcements ([Staff Report # 19-022-PRC](#))

### **E. Adjournment**

At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

For appeal hearings, appellant and applicant shall each have 10 minutes for presentations.

If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or prior to, the public hearing.

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# Parks & Recreation Commission



## REGULAR MEETING MINUTES – DRAFT

**Date:** 10/23/2019  
**Time:** 6:30 p.m.  
**Arrillaga Family Recreation Center**  
**700 Alma St., Menlo Park, CA 94025**

### **A. Call To Order**

Chair Harris called the meeting to order at 6:33 p.m.

### **B. Roll Call**

Present: Baskin, Bryman, Harris, Johnson, Payne, Staley  
Absent: None  
Staff: Community Services Assistant Director Adriane Lee Bird

### **C. Pledge of Allegiance**

### **D. Public Comment**

No public comment.

### **E. Presentations and Proclamations**

#### **E1. Presentation from South Bay salt pond restoration project**

South Bay Salt Pond Restoration Project's Executive Project Manager Dave Halsing made the presentation.

#### **E2. National Bullying Prevention Month – Unity Day Presentation ([Attachment](#))**

Recreation Coordinator Allan Bruce made the presentation.

#### **E3. Arrillaga Family Recreation Center presentation**

Recreation Coordinator Allan Bruce made the presentation.

#### **E4. Sports and Recreation presentation**

Recreation Coordinator Jarrod Harden made the presentation.

### **F. Regular Business**

#### **F1. Approve the Parks and Recreation Commission minutes for the meeting of August 28, 2019 ([Attachment](#))**

**ACTION:** Motion and second (Baskin/ Johnson) to accept the Parks and Recreation Commission meeting minutes of August 28, 2019, passes 4-2, (Harris and Staley abstain)

**G. Reports and Announcements**

**G1. Commissioner Reports (Marc Bryman)**

Commissioner Bryman discussed ideas for a snack shack and reported on his attendance of the Silicon Valley Jazz Festival.

**H. Informational Items**

**H1. Community Services Director's update and announcements ([Staff Report # 19-017-PRC](#))**

Adriane Lee Bird provided an update and announcements.

**I. Adjournment**

Chair Harris adjourned the meeting at 8:16 p.m.

Elizabeth Snider, Senior Office Assistant

# Parks & Recreation Commission



## REGULAR MEETING MINUTES - DRAFT

**Date:** 11/20/2019  
**Time:** 6:30 p.m.  
**Arrillaga Family Recreation Center**  
**700 Alma St., Menlo Park, CA 94025**

### A. Call To Order

Chair Harris called the meeting to order at 6:32 p.m.

### B. Roll Call

Present: Baskin (arrived 6:39 p.m.), Bryman, Diepenbrock, Harris, Staley

Absent: Johnson, Payne

Staff: Community Services Assistant Director Adriane Lee Bird

### C. Public Comment

No public comment.

### D. Regular Business

- D1. Approve the Parks and Recreation Commission minutes for the meeting of October 23, 2019 ([attachment](#))

**ACTION:** Motion and second (Shenk/ Bryman) to accept the Parks and Recreation Commission meeting minutes of October 23, 2019, failed 3-1-3, (Diepenbrock abstained, Baskin, Johnson and Payne absent)

- D2. Review and approve staff recommendation for the field user groups for FY 2019-20 ([Staff Report # 19-018-PRC](#))

Recreation Supervisor Todd Zeo made the presentation and noted it was for calendar year 2020.

**ACTION:** Motion and second (Harris/ Bryman) to approve the staff recommendation for the field user groups for Calendar Year 2020, passed 5-0-2, (Johnson and Payne absent)

- D3. Review and approve a recommendation to City Council for the formation of a Youth Advisory Committee ([Staff Report # 19-019-PRC](#))

Adriane Lee Bird and Menlo School student Elisabeth Westermann made the presentation and the Commissioners discuss.

**ACTION:** Motion and second (Baskin/ Bryman) to approve a recommendation to the City Council for the formation of a Youth Advisory Committee, passed 5-0-2, (Johnson and Payne absent)

**E. Reports and Announcements**

**E1. Commissioner Reports**

Chair Harris reported on his attendance of soccer and baseball games at Burgess Park and commented on the lack of organized Ultimate in Menlo Park, but that there is a group of kids that would be interested in it.

**E2. Community Services Director's update and announcements ([Staff Report # 19-020-PRC](#))**

Adriane Lee Bird provided the update and announcements

**F. Adjournment**

Chair Harris adjourned the meeting at 7:35 p.m.

Elizabeth Snider, Senior Office Assistant



## STAFF REPORT

### Parks and Recreation Commission

**Meeting Date:** 12/18/2019

**Staff Report Number:** 19-021-PRC

**Regular Business:** Approve a recommendation to the City Council supporting a Pilot Public Art Project

### Recommendation

City staff recommend the Parks and Recreation Commission review and approve a recommendation to the City Council for a pilot Public Art Project.

### Policy Issues

The addition of public art in city parks is consistent with Parks and Recreation facilities master plan recommendations that City Council accepted October 15. City Council authorization is required to allow the city manager to negotiate an agreement with MPPA for the permanent and/or temporary placement of private artwork in and/or on City property with the agreement to be returned to the City Council for final approval.

### Background

On October 15, 2019, local art gallerist Katharina Powers on behalf of Menlo Park Public Art (MPPA) addressed the Council regarding her group's interest in advancing a public art program in the City of Menlo Park. As a pilot program, she has identified an abstract sculpture by East Palo Alto artist Oleg Lobykin called "Talking Heads" for a six-month loan to the City. The piece which made its debut at Burning Man has a 7 x 7 foot base and stands 18 feet tall, weighing 2000 pounds (Attachment A). MPPA's desire was to exhibit the piece at Menlo Center, the plaza at 1010 El Camino Real where Café Borrone is located. However, given proposed location is on private property, MPPA is recommending exhibiting the art piece on land owned by the City such as in a public park.

MPPA's mission as indicated on their website:

"It is the ambition of Menlo Park Public Art to develop, support and maintain public art that serves the community. The mission includes to educate the public about the importance of public art at its highest level, and to create artwork that deepens the human experience by inspiring the imagination and evoking emotion, as well as providing enjoyment to Menlo Park public spaces.

Public art can be expressed through a wide variety of means. It can be thought-provoking with meaningful and relevant themes. It can be whimsical, bold or fragile. Art addresses societal challenges, connecting our shared present, past and future. Art may be a single element or multiple objects; it is unlimited in its forms. Art can transform a city infrastructure in a multitude of inventive ways: artist-designed play equipment, street furniture, planter boxes, lighting, water features, landscape treatment, and bike stands, to name a few.

Integral to our goal is a desire to educate members of our community about the inspirational value of public art and to physically represent a clear reflection of Menlo Park as an active, international community that is at the crucible of technology, finance, and invention in the heart of Silicon Valley."

**About the artist:** Oleg Lobykin (Russian, b. 1966) is a sculptor. Born in St. Petersburg, Russia, Lobykin now resides in Silicon Valley and also specializes in the restoration of landmark architecture and sculpture.

Oleg has roots in a tradition of the old work craft of stone carving yet considers himself “an international man and product of globalization.” He defies labels and strives to show how old and new, timeless and contemporary, familiar and unexpected elements can combine to reveal hidden truths. His work explores connections between what is known and emerging insights about the nature of life. He is a sculptor interested in conceptual art and likes to use modern tools and technology as an opportunity to reach new heights.

Lobykin exhibits in the San Francisco Bay Area and has completed a number of projects in New York, Los Angeles, San Francisco, and Japan. Clients have included Stanford University, The Presidio Trust, The City of Cupertino, The City of San Jose, Cathedral Stoneworks Inc., The Denver Public Library, Yale University, The Metropolitan Museum of Art (The Cloisters), The Cathedral Church St. John the Divine, The Jewish Museum NYC, Alabama Limestone Co., & Artists and Architects.

## Analysis

The Parks and Recreation Commission’s 2014-2016 work plan that was previously approved by the City Council included a goal to help promote public art in Menlo Park. The goal stated:

*Research and evaluate opportunities to support and increase arts program offerings for the community resulting in residents having a greater exposure to the arts and improved partnerships with new and existing arts groups and venues.*

Similarly, the Commission’s work plan goals for May 2018 – May 2020 which were approved by Council on August 6, 2018 state:

*Improve class and program offerings, venues, partnerships and sponsorships to increase the quality and accessibility of educational, recreational, sporting, **artistic**, and cultural programs in the City of Menlo Park;*

*Support initiatives partnerships and projects that intersect with the City’s Parks and Community Services resulting in well-coordinated efforts to meet the needs of residents*

There are a number of ways municipalities administer a public art program. These include the appointment of an arts commission by the city council, retention of a public art consultant to manage the program or working with an outside non-profit such as an art council or MPPA to bring public art to their communities. Whichever means a City uses to implement a public art program, that group is responsible for managing the public art budget, developing a strategy for the community’s public art program, site selection and selecting the optimal pieces for those locations. In most cases there is a dedicated staff person to manage the collection registry, outline terms of an agreement-- including transportation, installation, exhibition (lighting, signage, marketing), de-installation, maintenance, insurance, grant of artist license and intellectual property rights.

Given the immediate opportunity to receive a loan of the “Talking Heads” sculpture for a pilot public art program, the proposal recommends working with MPPA, rather than engaging a formal art selection panel which is sometimes fulfilled by a formal arts commission or similar body. Similar examples exist in Long Beach, Portland, Oregon, or Newport Beach which contracted with Arts Orange County to administer their

public art program. While the MPAA founder is active in the arts community and invested in developing a public art program in Menlo Park, she operates a for-profit gallery in downtown Menlo Park and represents the artist. Any agreement that the City develops with MPPA would need to address the process for selecting artists, sale of the artwork and commissions, or other potential conflicts of interest.

The following are suggested questions for the Commission's discussion on this topic:

1. Does the commission support the use of an art non-profit to administer a public art program?
2. Should a public art program be subsidized by the City?
3. What City parks are the most suitable locations for placement of public art?
4. What minimum term of the loan is appropriate given the amount of the proposed City investment?
5. Are there concerns with artwork being exhibited on City property? If so, what types of conditions or safeguards would the Commission recommend or support to protect the City's interests?

Next steps

If the Parks and Recreation Commission recommends the Pilot Public Art Project, City staff will present an agreement to City Council for approval on January 28, 2020, including a proposed budget to cover the cost of the program.

**Impact on City Resources**

In addition to staff time from the City Attorney, Community Services and Public Works Department, the impact on City resources will not exceed \$14,500 for one-year term, and \$4,000 per year thereafter for insurance and maintenance costs. The cost of marketing and signage will be covered by the non-profit organization, Menlo Park Public Art. If Council approves agreement, a budget appropriation would be required. The proposed budget for this project is as follows:

Public Art Project Budget (1-year term)	
Item	Total
Transportation/Installation	\$5,000
Equipment rental	\$500
Insurance	\$1,500
De-installation	\$5,000
Maintenance/repair	\$2,500
Total cost for first year	\$14,500

**Environmental Review**

The project is not a project under CEQA and does not require an environmental review.

**Public Notice**

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.



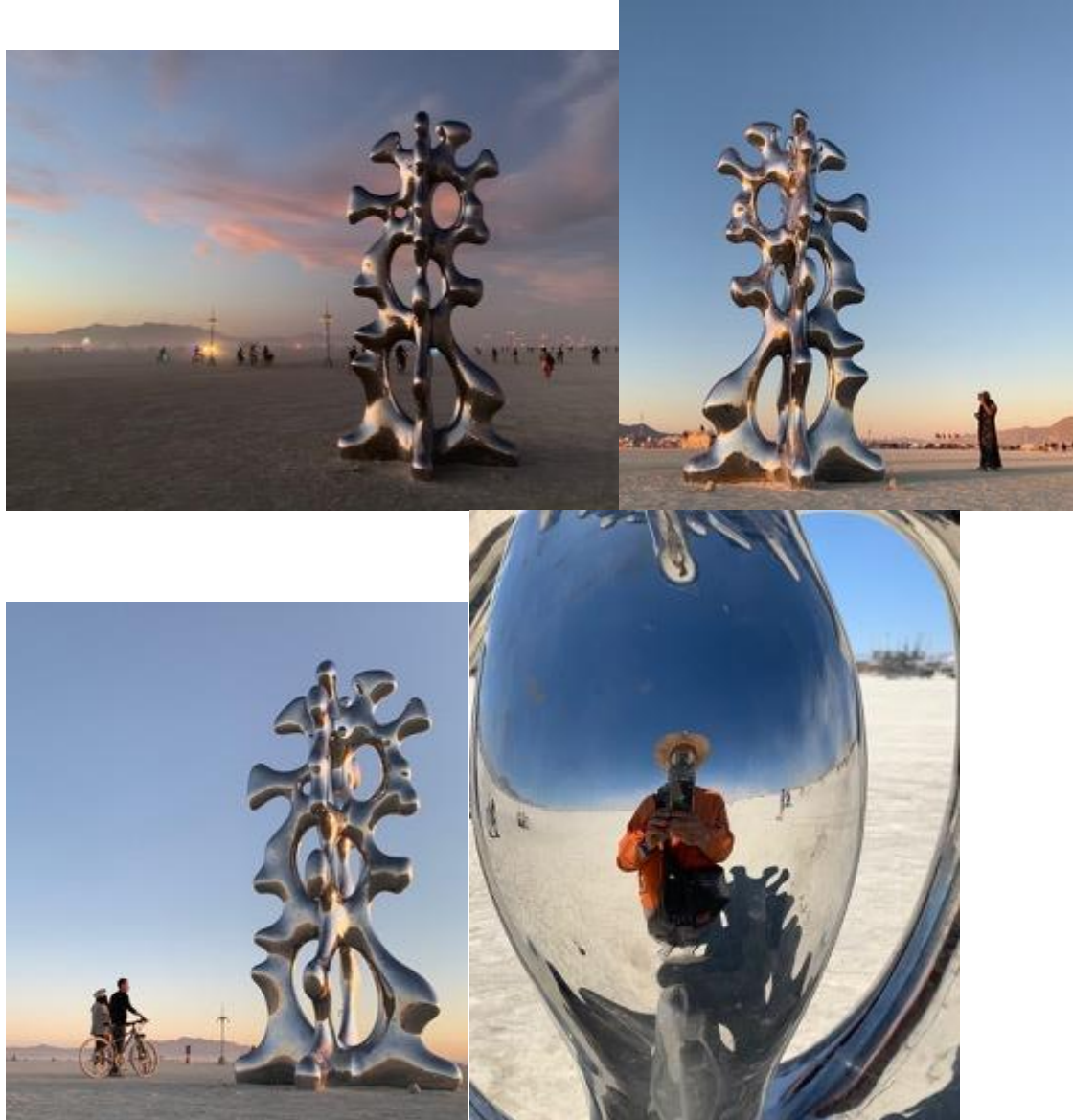
## **Attachments**

A. Images of Talking Heads by Oleg Lobynkin

Report prepared by:  
Adriane Lee Bird  
Assistant Community Services Director

Report reviewed by:  
Derek Schweigart  
Community Services Director

Talking Heads is an 18-ft high abstract sculpture, a spatial composition based on a balance between negative and positive space in conjunction with a line that can create an image or point of reference to spark imagination. Oleg Lobykin, [www.lobykin.com](http://www.lobykin.com)







## STAFF REPORT

### Parks and Recreation Commission

**Meeting Date:** 12/18/2019

**Staff Report Number:** 19-022-PRC

**Informational Item:** Community Services Director's update and announcements

### Recommendation

Staff recommends that the Commission receive the Community Services Director's update and announcements.

### Policy Issues

City policies are not affected.

### Background

#### 1. Santa's Workshop

There is a new holiday event that will take place on Friday, December 13<sup>th</sup> at the Onetta Harris Community Center. Santa's workshop allows children, ages 0-12, to join in on festive activities. Children will rotate between activities of cookie decorating, holiday crafts, writing letters to Santa, taking a picture with Santa and receiving a very special gift that was donated by Toys for Tots. There will be a performance by the students enrolled in the dance classes at Onetta Harris as well as Masterworks Carolers. Masterworks Carolers previously volunteered at the Belle Haven After School Program to introduce the joy of singing. This event is free but registration is required for each child. Families may register for 1 of 2 time slots on EGOV or in-person at the Onetta Harris Community Center front desk. Session 1 is from 5-6:30pm. Session 2 is from 6-7:30pm.

#### 2. Holiday HoHoHo Luncheon

The Senior Center will host its annual Holiday Luncheon on Friday, December 13<sup>th</sup>. The event begins at 11:30 and will include Cornish Hen, Parsleyed Potatoes, Wild Rice with Cranberries, Glazed Carrots, and Steamed Broccoli. Each year, Santa visits the Senior Center and brings gifts for the Seniors.

The event concludes with holiday music and singing of Christmas carol by the Senior Centers ESL Students. The Senior Center's Christmas tree trimming held a couple days prior to the event, sets the stage for this annual favorite gathering. Gifts and lunches are sponsored by Facebook. This event is a \$10 donation and sells out every year. This year, over 120 tickets were sold.

#### 3. Menlo Children's Center Winter Show

The Menlo Children's Center After School Program will host their annual Winter Show on Thursday, December 12<sup>th</sup>. Parents will join staff to watch their children perform holiday hits. Each age grade has been working with their recreation leaders practicing their holiday presentations. This is also a time when MCC parents share their family traditions with the rest of the group. There will be parents in

attendance to share traditions and explain the meaning of Hanukkah. Light snacks will be provided by Menlo Children's Center.

#### **4. Gymnastics Championships**

Menlo Park Gymnastics participated in the Level 3 Gymnastics State Championships on November 17<sup>th</sup> in Redwood City. We had 9 girls from our Level 3 competitive team qualify to participate in the championship meet. Sophia Narbut placed 3<sup>rd</sup> All-around in her age division and placed third on bars with a 9.175. Other team members had an excellent competition but unfortunately did not place on any events.

The Level 4 and 5 State Championships took place in Visalia the following weekend. We had two Level 5 participants and five Level 4 participants. Sarah Nordlund and Lady Lynn Hilario, are both Level 5 gymnasts. Sarah Nordlund placed 4<sup>th</sup> on bars with 9.325 and 4<sup>th</sup> all-around in her age division. Lady Lynn Hilario placed third on floor with a score of 9.525 and third all-around in her age division. Helen Nguyen, a Level 4 gymnast placed 4<sup>th</sup> on floor with an impressive score of 9.475.

Our team coaches Savina Krakowski and Dalonna Jackson did an excellent job of preparing the girls for the competitive season this year. It is a testament to their dedication and hard work that so many compulsory gymnasts made it to the State Championship Meets. Great job Menlo Park Gymnastics Team!

#### **5. Santa Claus is Coming To Town**

Santa Claus will visit the Belle Haven Child Development Center on December 19th. A parent from the program volunteers to dress up as Santa Claus. Each child attending the program receives a gift from Santa but donated by a City employee. Each year, a giving tree is set up on display at the Employee Holiday Luncheon. Employees have the opportunity to purchase a gift that a student from the Child Development Center has on his or her wish list. Each year, there is an overwhelming response from City employees that helps to make the holiday special for each child attending the program.

### **Analysis**

Analysis is not required.

### **Impact on City Resources**

There is no change in impact on City resources from these items.

### **Environmental Review**

Environmental review is not required.

### **Public Notice**

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

### **Attachments**

Staff Report #: 19-022-PRC

None

Report prepared by:  
Natalya Jones, Recreation Supervisor